

Heavy Equipment Operator

The Town of Mashpee D.P.W. seeks applicants for a full-time Heavy Equipment Operator, \$21.26/hr. This position works 40 hours/week from 7:00am – 3:30pm, Monday through Friday.

Minimum Requirements: HS Diploma or GED; three (3) years of road construction, snow plowing and/or landscape operation experience, including two (2) years of experience with heavy trucks and/or heavy equipment; minimum age of twenty-one (21); must possess and maintain a valid Commonwealth of Massachusetts Commercial Driver's License (CDL) Class A and a Massachusetts Hoisting Engineers License, 1C and 2A restrictions. Must successfully pass a C.O.R.I. background check.

Responsibilities: Responsible for the construction, maintenance, and repair of the Town's buildings, roads and grounds. Operates light and heavy trucks, heavy equipment, small and large power equipment, hand tools or performs manual labor. Maintains and makes minor repairs to the equipment used; assists with snow removal operations. This position is subject to call out for emergencies after normal working hours.

Apply by: February 6, 2017

Mashpee Town Hall, Human Resources
16 Great Neck Road North
Mashpee, MA 02649
www.mashpeema.gov

The Town of Mashpee is an EEO/AA Employer
Applications from Women and Minorities are encouraged

Posted: January 25, 2017

HEAVY EQUIPMENT OPERATOR – JOB DESCRIPTION
DEPARTMENT OF PUBLIC WORKS
TOWN OF MASHPEE, MASSACHUSETTS

SUMMARY

The purpose of this position is the completion of assigned projects and tasks of a public works nature, both individually and with others, in a safe and efficient manner. Accomplishment of this purpose may require the use of light and heavy trucks, heavy equipment, small and large power equipment, hand tools or manual labor. The type of projects and tasks assigned generally include the construction, maintenance, and repair of buildings, roads, and grounds. A Heavy Equipment Operator is responsible for maintaining and improving upon the efficiency and effectiveness of all areas under his/her direction and control.

SUPERVISION

Supervision Scope: Performs varied and responsible duties requiring knowledge of department standard operating procedures and the exercise of judgment and initiative to accomplish competent service delivery; works independently and in combination with others.

Supervision Received: Works under the general direction of the Public Works Supervisor and/or Working Foreman; follows established department general and special orders, instructions, rules, regulations, policies and procedures.

Supervision Given: May be responsible for crew supervision related to completion of a specific job, as needed and as assigned.

JOB ENVIRONMENT

Work is performed inside a garage, in the DPW yard, and at various outdoor locations; usually noise levels are loud. Position entails driving and may be subject to exposure to hazardous substances or materials. Work is performed inside and out-of-doors in all weather conditions including extreme heat and cold.

Requires the operation of light and heavy trucks and heavy equipment, including but not limited to: backhoes, front-end loaders, graders, sweeper, snowplows, tractors, lawn equipment, and compressor. Also requires the operation of hand tools, power tools, and jackhammers.

Makes occasional contacts with the general public or police when out in the field; most contacts are with fellow employees in the department or Town government.

ESSENTIAL FUNCTIONS

(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)

1. Performs maintenance, repair, and construction work of roads, sidewalks/bike paths, and parking lots, including drainage installation, roadside mowing, sweeping, and trimming of roadside vegetation. May use heavy trucks and/or heavy equipment for these tasks;
2. Sands and plows roads, parking lots, and sidewalks; mixes sand and salt to achieve required material ratio; may load sanders during sanding operations. May use heavy trucks and/or heavy equipment for these tasks;
3. Assists in the construction and/or maintenance of the Town's recreational facilities including beaches, playgrounds, and athletic fields; including mowing, beach raking, and beach nourishment. May use heavy trucks and/or heavy equipment for these tasks;
4. Digs and moves materials with heavy trucks, heavy equipment, hand tools, wheelbarrows, and hand trucks. Loads and unloads heavy materials from vehicles;
5. Trim trees and remove trees as needed. May use heavy trucks and/or heavy equipment for this task;
6. Mows and trims grass; cuts and removes brush; rakes and picks up leaves, grass clippings, and other yard debris; loams and seeds lawn areas; weeds and mulches landscape beds; plants, waters, and prunes flowers, bushes, and trees;
7. Performs minor maintenance on vehicles and heavy or small equipment including greasing, checking oil, repairing/changing tire, cleaning and washing, etc.; is responsible for performing safety check on trucks, trailers, and/or heavy equipment being used prior to it leaving DPW yard;
8. Performs other heavy laboring and various unskilled and semi-skilled tasks essential to municipal building and public works operations using a wide variety of power, pneumatic and hand tools;
9. Assists with preparing, maintaining and performing job site and work safety practices;
10. Is subject to call out to respond to emergencies after normal working hours.

Other Functions: Performs similar or related work as required or as the situation dictates.

Errors and Omissions: Errors could result in injury to other employees, damage to buildings or equipment, liability from personal property damage and delay in service or the cost to rework a public works project.

MINIMUM REQUIRED QUALIFICATIONS

Education, Training and Experience: The applicant for this position must have a High School Diploma or GED with 3 years of road construction, snow plowing and/or landscape operation experience, including

two years of experience with heavy trucks and/or heavy equipment; or any equivalent combination of education and experience.

Knowledge, Ability and Skill:

1. *Knowledge:* Thorough knowledge of the safe practices of driving snowplow and working on road construction; thorough knowledge of safety practices related to CDL vehicles and heavy equipment; working knowledge of road and drainage construction; knowledge of proper tools to use for different building repair, vehicle maintenance, lawn maintenance or road construction jobs.
2. *Ability:* Ability to follow written and oral instruction; ability of work as a team with others to accomplish a project; ability to read and follow safety procedures; ability to work for long hours; ability to handle physical labor; ability to work efficiently and effectively with minimal supervision.
3. *Skill:* Skill in using snow plows, CDL vehicles, heavy equipment, mowing equipment, and various power tools and hand tools.

Physical Requirements: While performing the functions of this job, the employee is required to sit, stand, and walk for extended periods; may come in contact with toxic or caustic chemicals or fumes and risk of electrical shock; is frequently required to talk and listen; uses hands to finger, handle, or feel objects, tools, or controls; reaches with hands and arms; kneels and bends to work on equipment or projects; specific vision abilities required include close, color and distance vision, peripheral and depth perception and the ability to adjust focus; ability to operate a vehicle accurately and efficiently; ability to frequently lift up to 60 lbs and occasionally lift up to 100 lbs and over 100 lbs with assistance; must be able to hear normal sounds, distinguish sound as voice patterns or vehicle sounds and communicate through human speech.

Special Requirements: The applicant must be a minimum of age twenty-one (21). The applicant must possess and maintain a valid Commonwealth of Massachusetts Commercial Driver's License (CDL) Class A and a Massachusetts's Hoisting Engineers License, IC and 2A restrictions. The applicant must be able to successfully complete comprehensive background investigation and criminal record check. The applicant must be able to successfully complete a six-month probationary period.

(This job description does not constitute an employment agreement between the employer and the employee. It is used as a guide for personnel actions and is subject to change by the employer as the needs and requirements of the job change.)

Adopted: 1/7/13

Pages: Three (3)